



OFFICE OF THE SECRETARY OF DEFENSE

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MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
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ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR OF ADMINISTRATION AND MANAGEMENT
DIRECTORS OF DEFENSE AGENCIES

SUBJECT: Department of Defense Support to Military **Associations**

References: (a) Public Law 101-189, November 29, 1989, (copy attached)
(b) OASD-PA memorandum, July 26, 1990 (copy attached)

In accordance with reference a, and superseding Original ASD(PA) guidance at reference b, the Secretaries of the Military Departments are delegated approval authority to provide military support to the associations designated below. This authority may be further delegated to the National Guard Bureau by the Secretaries of the Army or Air Force, as they deem appropriate. Support is limited to the annual conference or convention of each designated association, one conference or convention per calendar year.

Adjutant General Association of the United States
Air Force Association
- Association of the United States Army
Enlisted Association of the National Guard
Marine Corps League
National Guard Association of the United States
- Navy League
Non-Commissioned Officers Association of the United States
of America
Reserve Officers Association of the United States

Types of support that may be provided are:

- a. Limited air and ground transportation.

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(1) Air - Conference attendees may travel to and from conferences aboard military aircraft under the following conditions: travel is restricted to military members traveling on official orders or traveling "space available" without orders. No civilian spouses other than those designated by the Military Services are eligible for military air transportation. All such flights must be legitimate, scheduled training missions and must be approved in advance by the appropriate Military Service Secretary, or the Secretary's designated authority, to ensure propriety and cost-effectiveness.

(2) Ground - With the exception of travel to and from personal residences, official conference attendees may travel to and from conferences, and to and from official conference functions, by government-owned or government-contracted ground transportation. VIP sedan transportation is restricted to general or flag rank officers and/or distinguished civilians of equivalent rank and their spouses. Spouse functions do not qualify for DoD transportation. All plans involving the use of government-provided ground transportation must be approved in advance by the appropriate Military Service Secretary, or the Secretary's designated authority, to ensure propriety and cost-effectiveness.

b. Communications. Limited communications support may be provided for such functions as--but not limited to--message distribution, communications system management, automation services, and use of portable radios and cellular phones.

c. Medical Assistance. Medical support may be provided only for support of emergency and lifesaving functions.

d. Administrative Support. Support may be provided for such functions as--but not limited to--typing, filing, photo copying, distribution processing, telephone answering, and accounting duties. All support must be related directly to official conference events and should be of a reasonable duration, generally no more than two weeks prior to and one week after the officially announced dates of the conference or convention.

e. Security Support. Support may be provided if local civilian resources are not sufficient. A requirement for such support must be documented by official requests from local law enforcement agencies.

While on duty status, service members are restricted to performing duties that relate directly to their designated military specialties. In addition, the use of personnel and equipment must be at no additional cost to the government, and all logistical support must be incorporated into legitimate, scheduled training missions.

To be eligible for support, associations must be non-commercial in nature, must be national in scope, and must focus their efforts on active duty, National Guard and/or Reserve activities. Associations primarily oriented toward veterans of military service in general, toward veterans of specific services, units or campaigns, or toward veterans organized or identified by gender, ethnic group, religion or region do not meet the eligibility criteria.

This office retains the authority to modify the list of associations granted approval for DoD support. Requests to support associations not listed in this memorandum must be submitted in writing, through appropriate Unified Command and Military Service channels, to the Directorate for Community Relations, OATSD-PA, The Pentagon, Room 13776, Washington, DC, 20301-1400, at least 30 days prior to the association's scheduled event.

Associations approved for such support generally will be added to the DoD-designated association list. Questions regarding this memorandum should be referred to this office, DSN 225-2036; Commercial (703) 695-2036.

Kathleen M. deLaski, OATSD (PA)
 for Kathleen M. deLaski
 Assistant to the Secretary
 of Defense for Public Affairs

Attachments:
 As stated